

The Board of County Commissioners Of Riley County, Kansas

The Regular meeting of the Board of County Commissioners met at the Riley County Plaza East Building March 17, 2005 with the following members present: Bob Newsome, Chairman; Mike Kearns, Member; and Rich Vargo, County Clerk. Alvan Johnson, Vice Chairman, was absent.

8:30 Public Comment & Business Meeting

Tiffany Myers, Administrative Assistant; Bret Glendening, Budget and Finance Officer; and Howard Haile, Information Systems Coordinator, attended.

Newsome discussed coordinating the South Manhattan Avenue project with the Kansas Department of Transportation (KDOT) project on K-18.

Haile discussed disposal of outdated or nonfunctioning IT property which is currently stored where asbestos removal is about to take place. The property needs to be removed immediately.

Haile said he discussed the matter with Clancy Holeman. Haile said he would like to use Purple Wave Auction for disposal because that would be the quickest way to dispose of the property.

The Board of County Commissioners, by consensus, agreed Howard Haile should use Purple Wave Auction to dispose of Riley County property.

Kearns moved to sign a Riley County Capital Improvement Projects (CIP) Amendment Form for the South Manhattan Avenue U.6-27.2 Deck Replacement, AddP iers Project in the amount of \$200,000.00, for a project total of \$979,816.35. Newsome seconded. Carried 2-0.

The Board of County Commissioners signed a Riley County Position Action Form for a GIS Analyst, in the GIS Department, at a grade 9.

The Board of County Commissioners signed Riley County Personnel Action Forms for the following:

- Shari Morrand, a new hire, as a Customer Service Representative, in the Treasurer's Office, at a grade 5 step 1, at \$10.22 per hour.
- Jennifer Byarlay, a new hire, as a Customer Service Representative, in the Treasurer's Office, at a grade 5 step 1, at \$10.22 per hour.

Kearns moved to sign a Grant of Permanent Easement with Francis and David Cederberg, to lay out, relocate, widen, or alter the public road known as McDowell Creek Road. A tract of land located in the East Half of the Northeast Quarter of Section 21, Township 11 South, Range 7 East of the 6th P.M. in Riley County, Kansas, more particularly described as follows: Commencing at the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence along the South line of the East Half of the Northeast Quarter of said Section 21 Easterly 107.78 feet to the point of beginning; thence North-Northeasterly to a point 522.59 feet North and 169.13 feet East of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence Easterly to a point 519.12 feet North and 198.75 feet East of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21, said point being on the Easterly right-of-way line of an existing public road (McDowell Creek Road); thence Southeasterly to a point on the South line of the East Half of the

Northeast Quarter of said Section 21, said point being 220.57 feet easterly of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence along the South line of the East Half of the Northeast Quarter of said Section 21 Westerly to the point of beginning, containing 0.854 acres, including 0.363 acres of existing public road right-of-way (McDowell Creek Road). 0.491 acres of additional public road right-of-way. Newsome seconded. Carried 2-0.

Kearns moved to sign a Temporary Construction Easement with Francis and David Cederberg, to lay out, relocate, widen, or alter a certain public road known as McDowell Creek Road. A tract of land located in the East Half of the Northeast Quarter of Section 21, Township 11 South, Range 7 East of the 6th P.M. in Riley County, Kansas, more particularly described as follows:

Commencing at the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence along the South line of the East Half of the Northeast Quarter of said Section 21 Easterly 220.57 feet to the point of beginning; thence Northwesterly to a point 519.12 feet North and 198.75 feet East of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21, said point being on the Easterly right-of-way line of an existing public road (McDowell Creek Road); thence along the Easterly right-of-way line of said existing public road (McDowell Creek Road) Northerly to a point 707.93 feet North and 219.99 feet East of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence Southeasterly to a point 339.77 feet North and 258.52 feet East of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence Southeasterly to a point 37.16 feet North and 273.31 feet East of the Southwest Corner of the East Half of the Northeast Quarter of said

Section 21; thence Southwesterly to a point on the South line of the East Half of the Northeast Quarter of said Section 21, said point being 260.90 feet Easterly of the Southwest Corner of the East Half of the Northeast Quarter of said Section 21; thence along the South line of the East Half of the Northeast Quarter of said Section 21 Westerly to the point of beginning, containing 0.770 acres. Newsome seconded. Carried 2-0.

Kearns moved to sign the Retail Dealer's 2005 License for Cereal Malt Beverages for Nathaniel Schotanus (Manhattan Midwest Mountain Bike Patrol, Inc.), Fancy Creek State Park Tuttle Creek. Newsome seconded. Carried 2-0.

Kearns moved to appoint Jenny Lee to the Riley County Park Board as a City of Randolph representative. Newsome seconded. Carried 2-0.

9:00 Janet Dean, Human Resources Coordinator

John Cowan, GIS Coordinator; and Bret Glendening, Budget and Finance Officer, attended.

Dean presented Austin Peters Classification review of the GIS Analyst.

Dean said Austin Peters recommended the GIS Analyst position be graded at a 9.

Kearns moved to accept Austin Peters recommendation of a grade 9 for the GIS Analyst position. Newsome seconded. Carried 2-0.

Kearns moved to approve the minutes of March 14, 2005 as amended. Newsome seconded. Carried 2-0.

9:15 Charlotte Shawver, Register of Deeds

Clancy Holeman, Counselor/Director of Administrative Services, attended.

Shawver discussed the followingist.

- inventory of Microfilm and other records
- standardization of converted records in computer
- wide format scanner purchase (joint project)
- abstracter project
- plat project
 - discolored plats
 - plats in basement interleaved with permabond paper
- genealogy speech – March 14
- beta testing of software
- Property Records Industry Association (PRIA) – Electronic recording

Shawver asked the commission to consider additional staff in the Register of Deeds Office.

Shawver said the additional staff is needed due to increased workload and the amount of time staff is allowed to take off.

The Board of County Commissioners asked Charlotte Shawver to present a detailed report on her additional staff proposal.

9:40 Bret Glendening, Budget and Finance Officer

Clancy Holeman, Counselor/Director of Administrative Services, attended.

Glendening presented Riley County's property insurance renewal quote.

Kearns moved to increase Riley County's Property Insurance deductible to \$25,000.00 and renew the property insurance for an annual premium of \$88,255.00 with Charlson and Wilson Insurance Agency. Newsome seconded.
Carried 2-0.

Glendening discussed the agreement with the Riley County-Manhattan Health Department to reimburse Riley County for property insurance.

Glendening said the agreement with the Health Department for the leased premises does not clearly define if Riley County is to get reimbursed for the property insurance for the Health Department Building.

Glendening said the agreement is clear that the Health Department reimburses Riley County for the Family Child Resource Center property insurance.

The Board of County Commissioners asked Bret Glendening to contact Chuck Murphy to notify him that the Riley County Commissioners believe the lease agreement included reimbursement for the Riley County-Manhattan Health Department.

Kearns moved to approve the payroll vouchers in the amount of \$152,326.53 and the following warrant vouchers for March 18, 2005:

2005 Budget

County General	\$134,050.02
Truancy Monitor	837.17
Juvenile Intake Case Mgr	376.25
Riley Co Juvenile Service	4,830.78
Auto Special	2,669.29
21 st Jud Dist Surveillanc	162.08
21 st Jud Dist Teen Court	697.66
Riley Co Adult Services	5,742.88
Emergency 911	23.39
Solid Waste	3,350.89
DMC Grant	24.79
JIACM	504.61
Riley Co Fire Dist #1	3,681.27
University Park W&S	855.09
Konza Water Operations	249.01

TOTAL \$158,055.18

Newsome seconded. Carried 2-0.

10:18 Kearns moved to adjourn. Newsome seconded. Carried 2-0.